

MINUTES

Southern Nevada District Board of Health Audit Committee Meeting

625 Shadow Lane
Las Vegas, Nevada 89106
Clemens Room

Monday, March 17, 2008 - 9:00 A.M.

Dr. Lawrence Sands, Chief Health Officer, called the first meeting of the Southern Nevada District Board of Health Audit Committee to order at 10:05 a.m. He reported that the meeting had been noticed in accordance with Nevada's Open Meeting Law and that a quorum was present.

Board Members Present:

Ricki Barlow	Councilman, Las Vegas (participated via telephone)
Jim Christensen, MD	At-Large Member, Physician
Timothy Jones	At-Large Member, Regulated Business/Industry
Mary Jo Mattocks, RN	At-Large Member, Registered Nurse

Absent:

Susan Crowley	At-Large Member, Environmental Specialist
Robert "Bubba" Smith	Councilmember, Mesquite

Executive Secretary:

Lawrence Sands, DO, MPH	Chief Health Officer
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Legal Counsel:

Stephen R. Minagil	Not in attendance
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Staff:

Michael Walsh	Director of Administration
Valery J. Klaric	Administrative Secretary

I. DISCUSSION – ACTION

1. Elect Audit Committee Chairperson

The committee agreed to defer election of a Chairperson to another meeting.

2. Committee Charter Creation

The committee agreed to defer creation of a committee charter to another meeting. Michael Walsh, Director of Administration, reported that Board of Health members received the American Institute of Certified Public Accountants (AICPA) book, *The AICPA Audit Committee TOOLKIT: Government Organizations*, which contains information that can be used as a guide for establishing the charter. The committee asked Mr. Walsh to create a draft charter for review at the next meeting.

Motion made by Member Christensen, seconded by Member Mattocks and carried unanimously that the Audit Committee Charter be created and presented for review at the next committee meeting.

3. Review Requests for Proposal and Proposals Submitted for Professional Auditing Services

Mr. Walsh reported that four proposals were received from accounting firms to provide auditing services for the health district. Proposals and scoring sheets were distributed to the committee prior to the meeting. Review of scoring performed by the committee resulted in the recommendation to appoint Kafoury, Armstrong and Company as auditors. Mr. Barlow recused himself from the voting as the firm, Piercy Bowler Taylor & Kern, represented him as campaign auditors and he deferred selection to committee members.

Motion made by Member Jones, seconded by Member Christensen and carried unanimously that the Audit Committee recommends that the Southern Nevada District Board of Health appoint Kafoury, Armstrong and Company as auditors for fiscal year ending June 30, 2008, with the option of auditing its financial statements for each of the two (2) subsequent fiscal years.

Mr. Walsh unsealed the following bids, which are on file and available for review:

Kafoury Armstrsong and Company	\$87,900
McGladrey and Pullen	88,380
Piercy Bowler Taylor & Kern	69,500
Stewart, Archibald & Barney, LLP	71,100

II. PUBLIC HEARING / ACTION

Dr. Sands declared the public hearing open and asked if anyone from the public wished to speak to this matter. No one came forward to speak and Dr. Sands closed the public hearing.

III. ADJOURNMENT

There was no further business to come before the Committee. The meeting adjourned at 10:20 a.m.

SUBMITTED FOR BOARD APPROVAL

Lawrence Sands, DO, MPH, Chief Health Officer
Executive Secretary

/vjk